



COLLIN COUNTY

Office of County Clerk
200 S. McDonald, Ste. 120
McKinney, Texas 75069
(972) 548-4150
Metro (972) 424-1460 Ext 4150

PLAT FILING REQUIREMENTS FOR COLLIN COUNTY REVISED JANUARY 2006

- **One Mylar 24 x 36 (white or clear)**
- **Owner signature and notary acknowledgement**
- **Surveyor seal and notary acknowledgement**
- **Legal description**
- **Approved and signed by County Judge, if outside City limits**
- **Addition name in dedication must match name in lower right-hand corner**
- **There should be no blank spaces in dates or signatures (Exception: some Cities use stamp for their info)**
- **Tax certificates from each taxing entity (signed and sealed from County Tax Office. School and City taxes are not handled through the County Tax Office may not have a seal, but must be signed.**
- **Tax certificates must be no older than 30 days.**